

262: Based on Amendment 004 and answers to questions 237 and 238, we are assuming the following breakdown for the performance periods:

Year 1 – July 1, 2004 – August 15, 2004 (Transition)
Year 1 – August 15, 2004 – October 15, 2004 (2-Month Fixed Fee Period)
Year 1 – October 16, 2004 – June 30, 2005 (Award Fee Period)
Year 2 – July 1, 2005 – June 30, 2006
Year 3 – July 1, 2006 – June 30, 2007
Year 4 – July 1, 2007 – June 30, 2008
Year 5 – July 1, 2008 – May 19, 2009

Is this a correct assumption? If so, Year 1 of actual contract performance (minus transition) would be only 10-1/2 months. Additionally, the final year of the contract would be only 10-1/2 months with the projected end date of May 19, 2009. Is this correct or should the end date be changed to June 30, 2009?

Also, with the slip in the Transition start date, the 2-Month Fixed Fee Period will now fall in Fiscal Years 2004 and 2005. Please advise.

Answer: According to clause F.2, the period of performance is “five years from the date of award including the transition period.” The website schedule indicates the anticipated award date is July 1, 2004. Therefore, the end date remains June 30, 2009. Two minor corrections to the assumptions stated in the question: (1) Clause F.2 states that the anticipated date of assumption of responsibility is August 16, 2004 and (2) The final year of the contract is twelve months. However, offerors are reminded that cost proposals must be submitted in accordance with the instructions in L.15 of the solicitation.

It is not clear what advice is being requested relative to the transition period. It is correct that the fixed fee period crosses two fiscal years based upon the assumption that the award is made July 1 and, a 45-day Transition period.

263: Will DOE be providing office supplies since we will be occupying a government building?

Answer: The solicitation sections C.1 and C.2, paragraph V states that the “Contractor shall provide the labor, subcontractors, facilities, equipment, materials, and **supplies (except as [emphasis added]** otherwise identified under this contract) to accomplish the following services ...”

264: Instructions in *Representations, Certifications, and Other Statements of Offerors* in Section K.11 952.204-73 Facility Clearance (May 2002), Notices are to “provide your DOE facility clearance code or your DOE assigned commercial and government entity (CAGE) code. If uncertain, consult the office which issued this solicitation.” Our company has been assigned a facility clearance code and has a successful FOCI determination. Is the facility clearance code and related pertinent information to be provided at the time of award of a contract? It appears this is the case, but as I am uncertain, I thought it best to ask for your clarification. Please advise whether the facility clearance code number is to be provided as part of the proposal and, if so, where the number should appear.

Answer: The facility clearance code and pertinent information are to be provided with the proposal. Block 15A of the SF 33, *Solicitation, Offer and Award*, contains blocks for code and/or facility identification. If the facility clearance code is different than the code or facility identification provided in the blocks, the offeror shall include the facility clearance code in Block 15A itself or attach a page that identifies the facility clearance code. Pertinent information regarding the clearance code and the code itself should be included by the offeror in Volume I with the certifications or can be attached to the SF33.

265: What is the procedure for offerors that want to hand deliver their proposals rather than mail them?

Answer: **The following procedures are applicable to proposals that will be hand delivered on March 10, 2004 between 12:00 p.m. and 4:00 p.m.**

1. Contracting representatives will be in the Lobby of the Federal Office Building to accept hand delivered proposals.
2. Offerors intending to deliver proposals should contact the contracting officer at (865) 241-1646 or via email before 10:00 a.m., March 10, 2004 to notify the contracting officer of the offeror's intent to hand deliver the proposal and the anticipated time of delivery at the Federal Office Building. Offerors should also contact Ms. Connie Bayless at (865) 241-6413 to inform her of the offeror's intentions to hand deliver the proposal on March 10, 2004 and the anticipated time of arrival.
3. When arriving at the Federal Building, do not bring proposals into the building. Do not leave the proposals unattended outside of the building or the security guards will handle the unattended packages in accordance with procedures pertaining to suspect packages. The offeror should come into the Lobby and the contracting officer and/or the contracting representative(s) will be in the Lobby in a designated or visible location. At that time, the contracting officer and/or the contracting representative(s) will provide instructions/assistance in processing in the proposals.

4. Offerors are strongly encouraged to schedule an arrival or arrive in sufficient time to avoid issues with the timely receipt of proposals.

The following procedures are applicable to proposals that will be hand delivered prior to 12:00 p.m. on March 10, 2004:

1. Offerors should contact both the contracting officer and Ms. Connie Bayless (phone numbers stated above) and provide notice of their intention to hand deliver the proposals and provide the date and anticipated time of arrival. Arrangements will be made to accept and process the proposals. Offerors should contact the contracting officer and Ms. Bayless as soon as possible if intending to hand deliver the proposals and if not certain of the date and time, provide the date and time no later than two hours before arrival. Proposals will be accepted between 10:00 a.m. and 3:30 p.m. PUT IN WHATEVER TIMES FIT THE SCHEDULES. Specific arrangements will be made with the offeror when the offeror notifies the contracting officer and Ms. Bayless of the offeror's intent to hand deliver.

2. Follow the instructions in paragraphs three and four above.